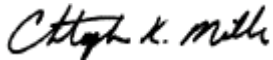


  
**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 12/05/16  
Item No.: 10.b

Department Approval



City Manager Approval



Item Description: Consider Changes to City Code Chapter 314.05: the 2017 Fee Schedule

**BACKGROUND**

Each year the City Council is asked to adopt a Fee Schedule which establishes the fees and charges for service for the City's regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the Council the opportunity to review fees for services in a comprehensive manner.

Over the past several months, Staff has reviewed the direct and indirect costs of the City's regulatory functions, to determine whether fee adjustments are necessary or if new fees should be established to better define the cost of specific services.

Based on this analysis, Staff recommends adjustments to the following existing fees:

- General Business Licenses & Permit Fees (*various*)
- Building Permit & Plan Review Fees (*various*)
- Miscellaneous Community Development Fees (*various*)
- Park Dedication Fee

Staff is also recommending the establishment of several new fees. They include:

- Private hydrant inspections: \$50-\$100+ (**PW Dept.**)
- Stormwater impact fee (non-residential): \$22.50/cubic foot (**PW Dept.**)
- Sump pump waiver fee: \$50 (**PW Dept.**)
- Sump pump surcharge fee: \$50 (**PW Dept.**)
- Curb stop turn on/turn off: \$50 (**PW Dept.**)
- Erosion control inspection permit-shore land district: \$300 (**PW Dept.**)
- Erosion control inspection permit-residential remodel: \$300 (**PW Dept.**)
- Erosion control inspection permit-permit renewal: \$150 (**PW Dept.**)
- Erosion control escrow fee-residential remodel: \$1,000 (**PW Dept.**)
- Fire plan review fee: varied amount (**Fire Dept.**)
- Rental registration late renewal fee: \$35 (**CD Dept.**)
- Vacant building registration fee: \$50-75 (**CD Dept.**)
- Residential property improvement fee (driveway/shed): \$75 (**CD Dept.**)
- Parking lot repair fee: \$250 (**CD Dept.**)

- 35  Verification fee (electrician license/sewer & water bond): \$1-\$5 **(CD Dept.)**
- 36  Landscape improvement permit: \$75 **(CD Dept.)**
- 37  PUD-sketch plan: \$350-\$800 **(CD Dept.)**
- 38  PUD-Concept Plan: \$800-\$4,200 **(CD Dept.)**
- 39  PUD-Final Plan: \$1,200-\$1,800 **(CD Dept.)**

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41 Departmental Staff will be on hand at the Council meeting to address the new fees.

42  
43 All of the Fee Schedule changes are highlighted in yellow on the attached Fee Schedule, and generally  
44 reflect the need to recover increased regulatory costs, staff time related to special requests, or  
45 development-related impacts on city services.

46  
47 The attached files contain the draft ordinance and ordinance summary to be considered at the Council  
48 meeting.

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50 **POLICY OBJECTIVE**

51 Adopting an annual fee schedule is consistent with governmental best practices and ensures that the City's  
52 regulatory functions are properly funded.

53 **FINANCIAL IMPACTS**

54 Based on the recommended fee adjustments, it is projected that revised fees will generate revenues  
55 sufficient to cover the City's added regulatory costs. The applicable revenues and expenditures have been  
56 incorporated into the 2017 Budget.

57 **STAFF RECOMMENDATION**

58 Staff recommends that the City Council approve an ordinance and ordinance summary amending Chapter  
59 314.05 adopting the 2017 Fee Schedule.

60 **REQUESTED COUNCIL ACTION**

61 Motion #1: Approve the attached ordinance amending Chapter 314.05 adopting the 2017 Fee  
62 Schedule.

63  
64 Motion #2: Approve the attached ordinance summary.

65  
Prepared by: Chris Miller, Finance Director  
Attachments: A: Ordinance adopting the 2017 Fee Schedule  
B: Ordinance Summary  
C: Proposed 2017 Fee Schedule

66

**CITY OF ROSEVILLE  
ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 314.05, FEE SCHEDULE  
ADOPTING THE 2017 FEE SCHEDULE**

**THE CITY OF ROSEVILLE HEREBY ORDAINS:**

**SECTION 1. Purpose.** The City of Roseville annually adopts a Fee Schedule which establishes the fees and charges for service for the City’s regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the City Council the opportunity to review fees for services in a comprehensive manner.

**SECTION 2. Other Fee References**

By enacting this ordinance, all fee amounts previously established and contained herein are hereby amended as submitted.

**SECTION 3. Authority**

The authority to enact the fees identified herein is established by City Code.

**SECTION 4. Penalty**

Failure to pay the fees identified herein is subject to penalties and interest as established by City Code.

**SECTION 5. Fee Schedule**

The 2017 Fee Schedule is as shown in *Exhibit A*.

**SECTION 6. Effective Date.** This ordinance shall be effective upon adoption and publication.

**Passed this 5th day of December, 2016.**

103 *Ordinance: Adopting the 2017 Fee Schedule*

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107 CITY OF ROSEVILLE

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BY: \_\_\_\_\_  
Daniel J. Roe, Mayor

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113 ATTEST:

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\_\_\_\_\_  
Patrick Trudgeon, City Manager

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125 Seal

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City of Roseville

**ORDINANCE SUMMARY NO. \_\_\_\_**

**AMENDING CHAPTER 314.05, FEE SCHEDULE  
ADOPTING THE 2017 FEE SCHEDULE**

The following is the official summary of Ordinance NO. \_\_\_\_\_ approved by the City Council of Roseville on December 5, 2016:

An Ordinance amending Chapter 314.05 of the Roseville City Code adopting the 2017 Fee Schedule which establishes the fees and charges for service for the City’s regulatory functions.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted on the web page of the City of Roseville ([www.ci.roseville.mn.us](http://www.ci.roseville.mn.us)).

Attest: \_\_\_\_\_  
Patrick Trudgeon, City Manager



# 2017 Fee Schedule

Effective January 1, 2017

**Prepared by the Department of Finance**

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## General Business Licenses and Permit Fees

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Amusement device (per machine)	303	\$ 15.00	\$ 15.00	
Benches in right-of-way	703	50.00	50.00	
Assessment searches:				
Deferred or pending	n/a	-	-	
Historical	n/a	100.00	100.00	
Bowling alley:				
First alley	n/a	70.00	70.00	
Each additional alley	n/a	20.00	20.00	
Burial Permit	401	100.00	100.00	
Cigarettes, sale of	306	200.00	200.00	
Compost/woodchip delivery from Compost Site	n/a	40.00	40.00	
Construction noise variance	405	450.00	450.00	
Conversation parlors	308	10,000.00	10,000.00	
Copy charges per page	n/a	0.25	0.25	
CPR Training charge per student	n/a	80.00	80.00	
Curb stop turn on/off fee	n/a	-	50.00	
Daycare facility inspection fee	n/a	40.00	40.00	
Dog and cat license:				
2 Year: sterilized	501	10.00	10.00	
2 Year: sterilized with micro chip	501	5.00	5.00	
2 Year: non-sterilized	501	35.00	35.00	
2 Year: non-sterilized with micro chip	501	25.00	25.00	
Lifetime: sterilized	501	30.00	30.00	
Lifetime: sterilized with micro chip	501	5.00	5.00	
Lifetime: non-sterilized	501	150.00	150.00	
Lifetime: non-sterilized with micro chip	501	100.00	100.00	
Duplicate or address change	501	5.00	5.00	
Special multiple: 2 Year	501	40.00	40.00	
Dog kennels	501	75.00	75.00	
DVD Copy	n/a	5.00	5.00	
Encroachment agreement application fee	n/a	300.00	300.00	
Erosion control escrow fee (per acre):				
Standard	1017	3,000.00	3,000.00	
Residential remodel (less than 1/4 acre)	1017	-	1,000.00	
Erosion control inspection permit:				
Less than 1 acre	1017	625.00	625.00	
1 to 5 acres	1017	900.00	900.00	
More than 5 acres	1017	1,400.00	1,400.00	
Shoreland district < 5,000 sq. ft.	1017	-	300.00	
Residential remodel (less than 1/4 acre)	1017	-	300.00	
Permit renewal (residential remodel)	1017	-	150.00	



**General Business Licenses and Permit Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Erosion control permit renewal:				
Less than 1 acre	1017	\$ 220.00	\$ 220.00	
1 to 5 acres	1017	320.00	320.00	
More than 5 acres	1017	480.00	480.00	
Excavation, grading, and surfacing	705	n/a	n/a	See separate section below
False alarm fees: Fire:				
Third false alarm	506	300.00	300.00	
Fourth	506	400.00	400.00	
Fifth and all subsequent alarms	506	500.00	500.00	
Construction-related	n/a	150.00	150.00	
False alarm fees: Police:				
Third false alarm	506	100.00	100.00	
Fourth	506	200.00	200.00	
Fifth	506	300.00	300.00	
Sixth	506	400.00	400.00	
Seventh and all subsequent alarms	506	500.00	500.00	
Fertilizer:				
Sale of	408	30.00	30.00	
Applicator	408	100.00	100.00	
Firearms, sale of	310	30.00	30.00	
Fire Inspection: Commercial Vent Hood	902	25.00	93.00	
Fire rescue and extrication fee	n/a	400.00	400.00	
Fire safety training (per hour)	n/a	80.00	80.00	
Fireworks, sale of consumer:				
Existing retail	n/a	100.00	100.00	
Stand-alone, temporary	902	350.00	450.00	
Fuel storage tank removal inspection	902	100.00	170.00	Underground tanks
Game room	303	175.00	175.00	
Gasoline stations	310	130.00	130.00	
Gas pumps (private business)	310	60.00	60.00	
Horse	501	5.00	5.00	
Hospitals-veterinary	310	80.00	80.00	
Lawful gambling:				
One-time event	304	25.00	25.00	
On-going premise permit: gross sales %	304	3%	3%	
On-going premise permit: net profits %	304	10%	10%	

**General Business Licenses and Permit Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Liquor Licenses:				
On-sale intoxicating liquor license	302	\$ 7,000.00	\$ 7,000.00	
On-sale wine license (75 seats or less)	302	750.00	750.00	
On-sale wine license (75+ seats)	302	1,500.00	1,500.00	
Temporary: on-sale (3 days)	302	50.00	50.00	
Temporary: on-sale in Cental Park	302	20.00	20.00	
Sunday on-sale	302	200.00	200.00	
Special club: 51-200 members	302	300.00	300.00	
Special club: 201-500 members	302	500.00	500.00	
Special club: 501-1,000 members	302	650.00	650.00	
Special club: 1,001-2,000 members	302	800.00	800.00	
Special club: 2,001-4,000 members	302	1,000.00	1,000.00	
Special club: 4,001-6,000 members	302	2,000.00	2,000.00	
Special club: more than 6,000 members	302	3,000.00	3,000.00	
On-sale brewery taproom	302	750.00	750.00	
On-sale microdistillery cocktail room	302	750.00	750.00	
Off-sale intoxication liquor license	302	300.00	300.00	
Off-sale intoxication liquor license	302	200.00	200.00	See comment 'A' below
Sale outside of premises	302	25.00	25.00	
Investigation fee	302	300.00	300.00	
Massage therapist	309	100.00	100.00	
Massage therapy business establishment:				
License	309	300.00	300.00	
First-time applicant background check	309	150.00	150.00	
Open burning permit	n/a	90.00	120.00	Plus \$0.50 per required notice
Park dedication fee:				
Residential (per unit)	1103	3,500.00	4,000.00	
Non-residential (fair-market value %)	1103	7%	10%	See comment 'B' below
Pathway patching fee:				
Concrete sidewalk (2 panels)	n/a	675.00	675.00	
Bituminous (12' x 8')	n/a	500.00	550.00	
Pawn shop license	311	10,000.00	10,000.00	
Pawn shop + precious meter dealer license	311	13,000.00	13,000.00	
Pawn shop transaction fee (per transaction)	n/a	2.90	2.90	
Pool and billiards:				
First table	303	70.00	70.00	
Each additional table	303	20.00	20.00	
Precious metal dealer	311	10,000.00	10,000.00	
Private hydrant inspections:				
1-10 hydrants	801	\$ -	\$ 50.00	
11-20 hydrants	801	-	100.00	
> 20 hydrants	801	-	100.00	+ \$10 for each > 20 hydrants

**General Business Licenses and Permit Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Public improvement contract application fee	n/a	550.00	550.00	See comment 'C' below
Recycling contractor	403	125.00	125.00	
Rental licensing:				
Multi family (per unit)	908	\$ 20.00	\$ 20.00	+ \$102.00 per building
Multi family: reinstatement	908	102.00	102.00	
Reinspection fee (per unit)	908	66.00	66.00	After 1st inspection
Failure to renew within 30 days of exp.	908	500.00	500.00	Fee doubles every two weeks
Failure to submit within 60 days of exp.	908	-	500.00	Fee doubles every two weeks
Fee appeal to City Council	908	50.00	50.00	
Rental registration:				
Housing	907	35.00	35.00	Includes technology fee
Mid-year (Jan 1-Jun 30)	907	17.50	17.50	Includes technology fee
Late renewal fee	907	-	35.00	
Administrative fine (per unit)	907	100.00	100.00	
Right of way permits:				
Hole (per hole)	707	400.00	400.00	
Trench	707	400.00	400.00	+ \$0.40 / lineal foot of trench
Boring	707	400.00	400.00	+ \$0.40 / lineal foot of boring
Non-excavation (obstruction)	707	50.00	50.00	+ \$0.06 / lineal foot
Roll-off container	707	50.00	50.00	
Extension	707	25.00	25.00	+ \$25.00 per week of extension
Penalty	707	2 times amount of standard permit		
Curb cut	707	50.00	50.00	
Sewer connection fees	802	n/a	n/a	See separate section below
Sewer usage fees	802	n/a	n/a	Established separately
Soil contamination fee (per cubic yard)	406	1.00	1.00	max \$300
Solid waste hauler license	402	125.00	125.00	
Stormwater drainage fees	803	n/a	n/a	Established separately
Stormwater impact fee (per cubic foot)	1017	-	22.50	
Stormwater residential permit:				
Initial	n/a	250.00	250.00	
Renewal (5 year term)	n/a	100.00	100.00	
Street patching fee:				
without curb	n/a	650.00	700.00	
with curb	n/a	1,300.00	1,300.00	
Sump pump waiver fee	802	-	50.00	
Sump pump surcharge fee (per month)	802	-	50.00	
Technology Fee (building)	n/a	-	2% of permit or license fee	
Theaters (per viewing screen)	310	70.00	70.00	
Tree planting and removal	706	n/a	n/a	Established separately
Utility service location fee	n/a	100.00	100.00	

**General Business Licenses and Permit Fees** *(continued)*

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Vehicle impound fee (per day)	n/a	20.00	20.00	
Water connection fees	801	n/a	n/a	See separate section below
Water meter deposit	801	n/a	n/a	Established separately
Water tower permit: private use	801	n/a	n/a	Established separately
Water usage fees	801	n/a	n/a	Established separately
Well permit	801	n/a	n/a	Established separately
Wireless tower lease agreement	1205	n/a	n/a	Negotiated
<u>Comments:</u>				
(a) If MN Statute 340A.408, subd 3(c) are met				
(b) Calculation is based on 10% of the estimated fair market value of unimproved land, as determined by the Ramsey County Assessor's Office on the date of approval of the plat or subdivision.				
(c) In addition to the \$550 base fee, an escrow fee of 4% of the total improvement cost is also collected				

**Administrative Fines**

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Alcohol and tobacco Sales:				
Purchase, possession: underage	n/a	\$ 150.00	\$ 150.00	
Lending ID to underage person	n/a	100.00	100.00	
Selling tobacco: underage	n/a	200.00	200.00	
Selling alcohol: underage	n/a	250.00	250.00	
License holder	n/a	300.00	300.00	
Other violation	n/a	100.00	100.00	
Animals:				
Vicious animal	n/a	50.00	50.00	
Barking dog	n/a	50.00	50.00	
Animal at large	n/a	50.00	50.00	
Other violation	n/a	50.00	50.00	
Fires:				
No open fires	n/a	25.00	25.00	
Fire code	n/a	100.00	100.00	
Parking: snowbird	n/a	25.00	25.00	
Miscellaneous:				
City Code	n/a	100.00	75.00	
Consuming alcohol: unauthorized places	n/a	250.00	250.00	
Discharge, display of weapon	n/a	250.00	250.00	
Expired license plates	n/a	35.00	35.00	
Failure to apply for license	n/a	50.00	50.00	
Fill permits	n/a	100.00	100.00	
Fireworks: use, possession, sale	n/a	250.00	250.00	
Golf cart / ATV violation	n/a	50.00	50.00	
Illegal dumping	n/a	150.00	150.00	
Land use	n/a	100.00	100.00	
Licenses (not occurring elsewhere)	n/a	50.00	50.00	
Missing plate/tab	n/a	35.00	35.00	
Noise complaint	n/a	250.00	250.00	
Park ordinance violation	n/a	25.00	25.00	
Peddling	n/a	75.00	75.00	
Property nuisance: Repeat	511	250.00	250.00	See Comment 'A' below
Public nuisance	n/a	100.00	100.00	
Regulated businesses	n/a	100.00	100.00	
Seat belts	n/a	25.00	25.00	
Signs	n/a	50.00	50.00	
Snowmobiles (use on public property)	n/a	50.00	50.00	
Tampering with civil defense system	n/a	250.00	250.00	
Trespassing	n/a	150.00	150.00	
Wetland / Shore land	n/a	100.00	100.00	
<u>Comments:</u>				
(a) Beginning with the 3rd call, the cost is \$250 plus the costs related to the call up to \$2,000				

## **Building Permit and Plan Review Fees**

City Code Sections; 307, 801, 802, 901, 1014. \*\* All permits, licenses, fees, & fines are subject to a technology fee.

### Building Permit Fee – Community Development

Permit fee to be based on job cost valuation. The determination of value or valuation shall be made by the building official. The value to be used in computing the building permit and building plan review fees shall be the total of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment.

### Plan Review Fee:

When a building permit is required and a plan is required to be submitted, a plan checking fee shall be paid. Plan checking fees for all buildings shall be sixty five percent (65%) of the building permit fee as set forth in Section 901.06 of this chapter, except as modified in M.S.B.C. Section 1300. (Ord. 1110, 4-13-1992)

The plan review fees specified are separate fees from the permit fees and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items an additional plan review fee shall be charged.

### Expiration of plan review:

Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official.

The building official may extend the time for action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

### Refund Policy

The building official may authorize refunding of any fee paid hereunder pursuant to the established fee policy of the Community Development department.

### Investigation Fee: Work without a Permit

Whenever any work for which a permit is required from the city has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this Fee Schedule. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of State and City Code nor from any penalty prescribed by law.

**Building Permit and Plan Review Fees (continued)**

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
<b>Building Permit - Community Development:</b>				
\$1 - \$500 valuation (total valuation)		\$ 31.00	\$ 31.00	
\$501 - \$2,000 valuation		31.00	31.00	For the first \$500 value; plus \$4.00 for each add'l \$100 value or fraction thereof
\$2,001 - \$25,000 valuation		83.50	83.50	For the first \$2,000 value; plus \$16.55 for each add'l \$1,000 value or fraction thereof
\$25,001 - \$50,000 valuation		464.15	464.15	For the first \$25,000 value; plus \$12.00 for each add'l \$1,000 value or fraction thereof
\$50,001 - \$100,000 valuation		764.15	764.15	For the first \$50,000 value; plus \$8.45 for each add'l \$1,000 value or fraction thereof
\$101,001 - \$500,000 valuation		1,186.65	1,186.65	For the first \$100,000 value; plus \$6.75 for each add'l \$1,000 value or fraction thereof
\$500,001 - \$1,000,000 valuation		3,886.65	3,886.65	For the first \$500,000 value; plus \$5.50 for each add'l \$1,000 value or fraction thereof
\$1,000,000 + valuation		6,636.65	6,636.65	For the first \$1,000,000 value; plus \$4.50 for each add'l \$1,000 value or fraction thereof
Inspections outside of normal business hours		68.50	69.50	Hourly rate
Re-inspection fees (hourly)		68.50	69.50	Per State Building Code
Misc. inspection/investigation fees (hourly)		68.50	69.50	
Add'l plan review fee required by revisions		68.50	69.50	Hourly rate
<b>Building Permit - Engineering:</b>				
\$1 - \$500 valuation		\$ 5.00	\$ 5.00	
\$501 - \$2,000 valuation		5.00	5.00	
\$2,001 - \$25,000 valuation		25.00	25.00	
\$25,001 - \$50,000 valuation		50.00	50.00	
\$50,001 - \$100,000 valuation		75.00	75.00	
\$100,001 - \$500,000 valuation		100.00	100.00	
\$500,001 - \$1,000,000 valuation		200.00	200.00	
\$1,000,000 +		300.00	300.00	
<b>Demolition Permit Fee - Community Development</b>				
Tenant improvement/remodeling		\$ 75.00	\$ 75.00	Prior to building permit
Structures not connected to utilities		96.00	96.00	
Structures connected to city utilities: residential		163.00	163.00	
Structures connected to city utilities: commercial		425.00	425.00	

**Building Permit and Plan Review Fees** (continued)Electrical Permit Fee:

Set through yearly contract with Contract Electrical Inspector.

Fire Safety Inspection Fee:

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Fire Safety Inspection Fee		8%	8%	% of building permit fee
Fire Plan Review Fee: New Construction (hourly)		-	93.00	
Fire Plan Review Fee: Existing				
** Plan Review Fee will be 65% of the calculation below **				
\$1 - \$2,000 valuation		-	93.00	Per Hour
\$2,001 - \$25,000 valuation		-	93.00	For the first \$2,000 value; plus \$21.00 for each add'l \$1,000 value or fraction thereof
\$25,001 - \$50,000 valuation		-	576.00	For the first \$25,000 value; plus \$15.40 for each add'l \$1,000 value or fraction thereof
\$50,001 - \$100,000 valuation		-	961.00	For the first \$50,000 value; plus \$10.70 for each add'l \$1,000 value or fraction thereof
\$101,001 - \$500,000 valuation		-	1,496.00	For the first \$100,000 value; plus \$8.60 for each add'l \$1,000 value or fraction thereof
\$500,001 - \$1,000,000 valuation		-	4,936.00	For the first \$500,000 value; plus \$7.10 for each add'l \$1,000 value or fraction thereof
\$1,000,000 + valuation		-	8,486.00	For the first \$1,000,000 value; plus \$5.70 for each add'l \$1,000 value or fraction thereof



**Building Permit and Plan Review Fees** (continued)Grading Plan Review & Permit Fees:

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Grading Plan Review Fee - Community Development:				
50 cubic yards or less		\$ 80.00	\$ 80.00	
51 - 10,000 cubic yards		160.00	160.00	For the first 1,000 cubic yards;
				plus \$10.00 for each add'l 1,000
				cubic yards or fraction thereof
10,001 - 100,000 cubic yards		318.00	318.00	For the first 10,000 cubic yards;
				plus \$5.00 for each add'l 10,000
				cubic yards or fraction thereof
100,000 + cubic yards		848.00	848.00	For the first 100,000 cubic yards;
				plus \$10.00 for each add'l 10,000
				cubic yards or fraction thereof
Grading Plan Review Fee - Engineering:				
50 cubic yards or less		\$ 25.00	\$ 25.00	
51 - 10,000 cubic yards		25.00	25.00	
10,001 - 100,000 cubic yards		50.00	50.00	
100,000 + cubic yards		75.00	75.00	
Grading Permit Fee - Community Development:				
50 cubic yards or less		\$ 80.00	\$ 80.00	
51 - 1,000 cubic yards		106.00	106.00	For the first 100 cubic yards;
				plus \$20.00 for each add'l 100
				cubic yards or fraction thereof
1,001 - 10,000 cubic yards		318.00	318.00	For the first 1,000 cubic yards;
				plus \$32.00 for each add'l 1,000
				cubic yards or fraction thereof
10,001 - 100,000 cubic yards		636.00	636.00	For the first 10,000 cubic yards;
				plus \$104.00 for each add'l
				10,000 cu. yards or fraction
				thereof
100,000 + cubic yards		1,590.00	1,590.00	For the first 100,000 cubic yards;
				plus \$84.00 for each add'l
				10,000 cu. yards or fraction
				thereof
Grading Permit Fee - Engineering:				
50 cubic yards or less		\$ 25.00	\$ 25.00	
51 - 1,000 cubic yards		25.00	25.00	
1,001 - 10,000 cubic yards		50.00	50.00	
10,001 - 100,000 cubic yards		75.00	75.00	
100,000 + cubic yards		100.00	100.00	

**Building Permit and Plan Review Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
House Moving Permit Fee:				
Over private property only		\$ 95.00	\$ 95.00	
Over public streets		137.00	137.00	
Investigation fee (hourly)		68.50	69.50	
Manufactured Home Permit Fee (new installation)		275.00	275.00	
Mechanical Permit Fee - Residential:				
Air conditioning: new		49.00	49.00	
Air conditioning: replacement		61.00	61.00	
Warm air furnace: new		102.00	102.00	
Warm air furnace: replacement		61.00	61.00	
Hot water boilers: new		102.00	102.00	
Hot water boilers: replacement		61.00	61.00	
Unit heaters		61.00	61.00	
Swimming pool heaters		61.00	61.00	
Misc. work & gas piping		1.28% of job cost		
Minimum fee		61.00	61.00	
Gas fireplace		61.00	61.00	
In floor heat		85.00	85.00	
Mechanical Permit Fee - Commercial (All)		1.28% of job cost	\$61.00 minimum fee	
Plan Review Fee:		65%	65%	% of building permit fee
Plumbing Permit Fee:				
Minimum fee		61.00	61.00	
Additional for each fixture opening		10.00	10.00	
Backflow prevention device		28.00	10.00	
Miscellaneous work		1.28% of job cost		
Residential Property Improvement Fee:				
Backflow prevention investigation fee		-	75.00	
Driveway permits: residential replacement		55.00	55.00	
Driveway permits: residential expansion		-	75.00	
Fence permits: residential		52.00	52.00	
Fence permits: commercial				Per Building Permit Fee Schedule
Shed permits (residential < 120 square feet)		52.00	52.00	
Shed permits (residential 121-200 square feet)		-	75.00	
Drain tile		115.00	115.00	
Other				Per Building Permit Fee Schedule

**Building Permit and Plan Review Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Sewer Connection Permit Fee - Community Develop:				
Residential		\$ 96.00	\$ 96.00	
Commercial		303.00	303.00	
Repair		61.00	61.00	
Disconnect: residential		85.00	85.00	
Disconnect: commercial		169.00	169.00	
Sewer Connection/Inspection Permit Fee - Engineering:				
Connection: residential		25.00	25.00	
Connection: commercial		75.00	75.00	
Connection: repair		25.00	25.00	
Connection: inspection		75.00	75.00	
Disconnect: residential		25.00	25.00	
Disconnect: commercial		75.00	75.00	
Sign Permit Fee - Community Development:				
Permanent sign (minimum fee)		55.00	55.00	
Annual sign		100.00	100.00	
Temporary sign		30.00	30.00	
Attention-getting device		30.00	30.00	
Swimming Pool Permit - Community Development:				
Residential: in-ground		212.00	212.00	
Residential: seasonal		25.00	25.00	
Commercial		Per Building Permit Fee Schedule		
Swimming Pool Permit - Engineering		15.00	15.00	
Water Connection Permit Fee - Community Develop:				
Residential		96.00	96.00	
Commercial		303.00	303.00	
Repair		61.00	61.00	
Disconnect: residential		85.00	85.00	
Disconnect: commercial		169.00	169.00	
Water Connection/Inspection Permit Fee - Engineering:				
Connection: residential		25.00	25.00	
Connection: commercial		75.00	75.00	
Connection: repair		25.00	25.00	
Connection: inspection		75.00	75.00	
Disconnect: residential		25.00	25.00	
Disconnect: commercial		75.00	75.00	
Water Meter Program Fees - Engineering:				
Manual meter read surcharge		40.00	40.00	per quarter
Non-standard water meter no-read fee		50.00	50.00	
Denial of access to water meter		100.00	100.00	per quarter

**Building Permit and Plan Review Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Miscellaneous Building Permit Fees:				
Administrative fee for abatement		\$ 68.50	\$ 125.00	
Administrative fee: other zones		68.50	69.50	
Administrative fee: R1 or R2 zones		68.50	69.50	
Certificate of Occupancy: conditional		102.00	102.00	Special conditions
Certificate of Occupancy: copy		n/a	n/a	
Certificate of Occupancy: full		-	25.00	
City contractor license fee		94.00	94.00	
Construction deposit: commercial		4,000.00	5,000.00	
Construction deposit: residential		800.00	1,000.00	
Footing/foundation permits: commercial		477.00	477.00	
Footing/foundation permits: residential		102.00	102.00	
Garage only		56.00	56.00	
Outdoor sales/display permit: 1-5		50.00	50.00	
Outdoor sales/display permit: 6-10 occurrences		75.00	75.00	
Outdoor sales/display permit: 11 or more		200.00	200.00	
Outdoor storage/display permit: 1-5		50.00	50.00	
Outdoor storage/display permit: 6-10 occurrences		100.00	100.00	
Outdoor storage/display permit: 11 or more		200.00	200.00	
Outdoor temporary event: 1-5 occurrences		50.00	50.00	
Outdoor temporary event: 6-10 occurrences		75.00	75.00	
Outdoor temporary event: 11 or more occurrences		200.00	200.00	
Parking lot repair		-	250.00	See Comment 'A'
Replacement inspection card		21.00	21.00	
Residential siding replacement fee		92.00	92.00	
Residential window replacement (minimum)		92.00	92.00	
Residential wood burning fireplace		92.00	92.00	
Re-stamping job site plan sets		31.00	31.00	
Roofing fee (residential)		102.00	102.00	
SAC administration fee		36.00	36.00	
SAC research fee: hourly Rate		68.50	69.50	
Solar panel/renewable energy equipment install		1.28 % of job cost or	\$160 minimum fee	
Verification fee: age of structure on property		5.00	5.00	
Verification fee: electrician/plumber state		-	1.00	
Verification fee: lead abatement certificate		5.00	5.00	
Verification fee: sewer/water bond certificate		-	1.00	
Verification fee: state contracting license		5.00	5.00	

Comments:

(a) Fee amount if &lt; 25% of total surface is replaced not exposing base, otherwise add'l fees are imposed

**Community Development Department Miscellaneous Fees**

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Accessory Dwelling Unit permit	n/a	\$ 100.00	\$ 100.00	
Administrative deviation	n/a	110.00	110.00	See Comment 'E'
Attorney, consultant review & analysis	n/a	100% of direct cost billed to applicant		
City Address Book (11x17) – existing PDF maps	n/a	100.00	100.00	See Comment 'A'
Comprehensive Plan – amendment	n/a	925.00	1,725.00	See Comment 'B' & 'E'
Comprehensive Plan on CD	n/a	20.00	20.00	See Comment 'A'
Conditional Use:				
Residential	n/a	510.00	510.00	See Comment 'B' & 'E'
Commercial	n/a	775.00	775.00	See Comment 'B' & 'E'
Copying (per sheet)	n/a	0.25	0.25	
Hardscape improvement permit		-	75.00	
Interim Use	n/a	675.00	1,475.00	See Comment 'B' & 'E'
Interim Use extension	n/a	225.00	1,025.00	See Comment 'B' & 'E'
Maps – 8 ½ x 11 (b & w) – existing PDF maps	n/a	No charge		See Comment 'C'
Maps – 8 ½ x 11 (color) – existing PDF maps	n/a	1.00	1.00	See Comment 'A'
Maps – 11 x 17 (color) – existing PDF maps	n/a	2.00	2.00	See Comment 'A'
Maps – 17 x 22 (color) – existing PDF maps	n/a	10.00	10.00	See Comment 'A'
Maps – 22 x 34 (color) – existing PDF maps	n/a	20.00	20.00	See Comment 'A'
Maps – 34 x 44 (color) – existing PDF maps	n/a	40.00	40.00	See Comment 'A'
Master Sign Plan:				
Residential/institutional	n/a	250.00	250.00	
Commercial	n/a	350.00	350.00	
Planned Unit Development:				
Amendment	n/a	\$ 410.00	\$ 1,210.00	See Comment 'E'
Sketch plan PUD open house application fee	n/a	-	800.00	
Sketch plan PUD application fee	n/a	-	350.00	
PUD Concept Plan: open house application	n/a	-	800.00	
PUD Concept Plan: application fee	n/a	-	2,500.00	
PUD Concept Plan: escrow	n/a	-	4,200.00	
PUD Final Plan: application fee	n/a	-	1,200.00	
PUD Final Plan: escrow fee	n/a	-	1,800.00	
Planning Commission agendas/year (mailed)	n/a	10.00	10.00	See Comment 'A'
Planning Commission minutes/year (mailed)	n/a	15.00	15.00	See Comment 'A'
Public Financing & Business Subsidy:				
Application fee	n/a	-	1,500.00	Nonrefundable
Escrow	n/a	-	15,000.00	
Rezoning of project site or parcel	n/a	1,675.00	1,475.00	
Staff research time (per hour)	n/a	68.50	69.50	

**Community Development Department Miscellaneous Fees** (continued)

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
<b>Subdivision:</b>				
Escrow (minimum)	n/a	2,500.00	2,500.00	See Comment 'D'
Minor Subdivision	n/a	675.00	675.00	See Comment 'E'
Escrow data collection, analysis (per hour)	n/a	68.50	69.50	
Preliminary Plat	n/a	575.00	1,375.00	See Comment 'E'
Final Plat	n/a	510.00	510.00	See Comment 'E'
<b>Tree preservation:</b>				
Restoration & Landscape Plan Application	n/a	50.00	50.00	See Comment 'E'
Restoration & Landscape Plan Escrow	n/a	TBD	650.00	
<b>Variance:</b>				
Residential	n/a	360.00	360.00	See Comment 'B' & 'E'
Non Residential	n/a	475.00	475.00	See Comment 'B' & 'E'
<b>Variance appeal fee:</b>				
Residential	n/a	150.00	150.00	
Commercial	n/a	300.00	300.00	
Zoning Code text amendment	n/a	625.00	1,425.00	See Comment 'B' & 'E'
Zoning Code on CD	n/a	20.00	20.00	See Comment 'A'
Zoning compliance letter: data collection & analysis	n/a	68.50	69.50	Per hour (1 hour minimum)
<b>Comments:</b>				
(a) Item is free on City website, and available for review at City Hall and Roseville Library.				
(b) If multiple requests (e.g. subdivision, variance), for the same application, the most expensive permit application fee is charged				
(c) Maps/data created as a custom request are charged time and materials rate. GIS Coordinator at 1.9 times hourly rate				
(d) Amount listed under the PUD and Subdivision Escrow is the minimum amount required for the application. A higher amount, as determined by the City, may be required for projects that will take a significant amount of time. City Attorney costs shall be paid as part of this escrow.				
(e) Technology fee included in amount				

## Electrical Permit Fees – Community Development

- A. Minimum fee for each separate inspection of an installation, replacement, alteration or repair is limited to one inspection only:

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Minimum fee	n/a	\$ 40.00	\$ 40.00	

- B. Services, changes of service, temporary services, additions, alterations or repairs on either primary or secondary services shall be computed separately:

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Services, changes for services:				
0 to 300 amp	n/a	\$ 50.00	\$ 50.00	
301 to 400 amp	n/a	58.00	58.00	
401 to 500 amp	n/a	72.00	72.00	
501 to 600 amp	n/a	86.00	86.00	
601 to 800 amp	n/a	114.00	114.00	
801 to 1,000 amp	n/a	142.00	142.00	
1,001 to 1,100 amp	n/a	156.00	156.00	
1,101 to 1,200 amp	n/a	170.00	170.00	
Add \$14 for each additional 100 amps				

- C. Circuits, installation of additions, alterations, or repairs of each circuit or sub-feeder shall be computed separately, including circuits fed from sub-feeders and including the equipment served, except as provided for in (D) through (K):

<u>Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Circuits, changes for services:				
0 to 30 amp	n/a	\$ 8.00	\$ 8.00	
31 to 100 amp	n/a	10.00	10.00	
101 to 200 amp	n/a	15.00	15.00	
201 to 300 amp	n/a	20.00	20.00	
301 to 400 amp	n/a	25.00	25.00	
401 to 500 amp	n/a	30.00	30.00	
501 to 600 amp	n/a	35.00	35.00	
601 to 700 amp	n/a	40.00	40.00	
Add \$5 for each additional 100 amps				

**Electrical Permit Fees: Community Development** *(continued)*

<u>Electrical Permit Fee Description</u>	<u>City Code</u>	<u>2016 Amount</u>	<u>2017 Amount</u>	<u>Comments</u>
Residential panel replacement	n/a	\$ 100.00	\$ 100.00	
Residential sub panel	n/a	40.00	40.00	
Minimum fee:				
Inspection only	n/a	40.00	40.00	Plus \$1 State surcharge
Rough-in & final	n/a	80.00	80.00	Plus \$1 State surcharge
Single-family dwelling/townhouse < 200 amps *	n/a	175.00	175.00	Plus \$1 State surcharge
Apartment buildings (per unit)	n/a	70.00	70.00	Excludes cover svc, unit feeders & house panels
Swimming pool (up to two inspections)	n/a	80.00	80.00	
Additions, remodels, basement additions	n/a	80.00	80.00	Up to 10 circuits & 2 inspections
Accessory structure:				
Panel	n/a	50.00	50.00	
Per circuit	n/a	8.00	8.00	
Inspection	n/a	80.00	80.00	
Traffic signals (per standard)	n/a	7.00	7.00	
Street & parking lot lights (per standard)	n/a	4.00	4.00	
Transformers & Generators:				
Up to 10 KVA	n/a	10.00	10.00	
11-75 KVA	n/a	40.00	40.00	
76-299 KVA	n/a	60.00	60.00	
299+ KVA	n/a	150.00	150.00	
Retro-fit lighting (per fixture)	n/a	0.65	0.65	
Sign transformer (each)	n/a	8.00	8.00	
Remote control & signal circuits (per device)	n/a	0.75	0.75	
Re-inspection fee (in addition to others)	n/a	40.00	40.00	
<u>Comments:</u>				
* Fee covers a maximum of three inspections				
** Permit fee is doubled if work is started <u>before</u> permit is issued				
Note: Minimum fee electrical permits are not refundable				